



# DC Government Career Opportunities

**Job Title:** Supervisory Banking Examiner (Non-Depository)

**Requisition Number:** JO-1509-3594

**Grade:** 14

**Salary Range:** \$93,937.00 - \$131,512.00

**Promotion Potential:** No

**Agency:** Insurance, Securities and Bank

**Location:** 810 1st St NE

**Area of Consideration:** Open to the Public

**Opening/Closing Date:** 10/5/2015 - 11/4/2015

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## Job Summary

### Introduction

This position is located in the Banking Bureau of the Department of Insurance Securities and Banking (DISB), Non-Depository Examination Division. The incumbent manages the staff of Non-Depository Examination Division and oversees financial and compliance examinations of non-depository financial institutions, including mortgage lenders, brokers, originators and servicers. The incumbent also provides advice and assistance to staff handling complaints and issues involving non-depository financial institutions.

The incumbent works under the administrative direction of the Associate Commissioner of Banking. The incumbent exercises maximum independence in the administration and technical aspects of the work.

The Associate Commissioner outlines policies and overall objectives to be accomplished and reviews accomplishments of assigned functions and activities for conformance with office policies and procedures. The incumbent consults with the supervisor on broad policies to secure assistance in resolving especially controversial issues.

### Major Responsibilities

As directed by the Associate Commissioner for Banking, incumbent shall:

Participate in the drafting and implementation of policies and procedures. Assist the Associate Commissioner with developing internal management controls for monitoring the agency non-depository examination activities and develop operational strategies to implement them. Assist with short and long-term planning as necessary to accomplish DISB mission.

Conduct, supervise and direct examinations of non-depository financial institutions regulated by the Department. Such examinations require a careful appraisal of the financial institutions compliance with applicable District and Federal statutes, regulations, administrative bulletins and directives.

When not supervising or directing the examination the incumbent may assign an examiner as a Team Leader.

As required, the incumbent may meet executives of the financial institution to discuss the findings of the examination. Conduct special examinations of institutions under the jurisdiction of the Department, which have been, or may be, cited under the District's statutes.

As assigned, engage in special projects or other supervisory activities and serve temporary duty as acting review examiner (e.g., review reports of examination and/or investigation or performs administrative duties) in the Examination Division.

Is responsible for assigning duties to, supervising and reviewing the performance of examiners and devotes considerable time and effort to further the training and evaluating the progress of examiners working under the incumbent's direction.

Conducts or oversee investigations, make recommendations, and submit reports or investigations relative to proposed

transactions by non-depository financial institutions.

Serves as a point of contact with the American Association of Residential Mortgage Regulators (AARMR), the Consumer Financial Protections Bureau (CFPB) and other state and federal agencies and associations involved in the regulation of non-depository financial institutions.

Performs related duties as assigned.

**Qualifications**

Demonstrated experience in providing leadership in a managerial capacity. Ability to supervise subordinates based on priorities, selective consideration of the difficulty, and the requirements of the assignments and their capabilities.

An expert knowledge of mortgage origination and servicing.

Familiarity with District and Federal consumer protection laws and regulations related to non-depository financial institutions, with an emphasis on mortgage lenders, brokers, originators and servicers.

Mastery of general economic conditions as they relate to non-depository financial institutions.

An expert knowledge of the mission, goals, objectives, governing laws, and established policies of the Department of insurance, Securities, and Banking.

Extensive background in financial operations and accounting methods generally used among financial institutions.

Incumbent must maintain the highest personal ethical standards as provided in the District of Columbia Statutes.

Ability to make critical analyses and judgments regarding all aspects of standard financial operations and related business organizations.

Should be highly skilled in written and oral communication.

**Licensures, Certifications and other requirements**

None

**Education**

Incumbent must have a JD or Bachelor's degree in business, finance/accounting, economics, or related field. Strong preference for candidates with a JD, MBA or certification from the American Association of Residential Mortgage Regulators (AARMR).

**Work Experience**

15 years of professional experience.

**Work Environment**

The work is performed in an office environment.

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